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MEMORANDUM FOR: Deputy Director (Support)

SUBJECT:

Suggested "Format for Agency-supported

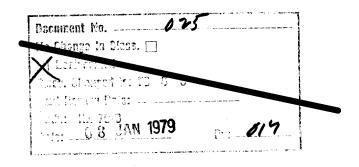
Charity Drives"

1. The suggested format for Agency-supported charity drives submitted by SA/DDS, is certainly a workable one in our estimation. The suggested format is nearly identical to our present operating procedure for charity drives with certain specific exceptions which have been necessitated by security consideration or overall Agency policy.

2. We feel that this present format, though workable, is far from ideal and, consequently, have forwarded to you a staff study for the institution of a "one fund drive."

STATINTL

Marrison G. Reynolds Director of Personnel



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